

Facilities & Construction Safety Committee Meeting

Members

([P] indicates member present at today's meeting)

Employee Represented:

[P] Karen Barnack, EHS Facilities & Construction Safety Manager
[P] Aaron Britton, FPM Zone Maintenance
[P] Susan Gust, CPC Project Manager
[] Todd King, OIT Telecom Associate
[P] Mitchell Schwabel, FPM Housing Maintenance
[P] Doug Brown, FPM Systems
[P] Gail Hamilton, FPM In-House Construction Manager
[P] Dustin Boomer, FPM Building Maintenance

[] Jones Barton, FPM In-House Construction
[P] Mark Thomas, FPM Electrical
[P] Andrew Beland, FPM Landscaping
[P] Kevin Reed, FPM Lockshop
[P] Taylor Yoshihata, Materials Management
[P] Dirk Theisen, FPM Mechanical Systems Manager

Alternate:

Ad Hoc:

[] Erica Hunsberger, EHS Specialist

Meeting Call to Order

Date: 10/12/2021

Time: 10:00 am

Location: Google Meet (remote)

Roll Call and Review of September Minutes

- Roll Call
- Minutes approved with no changes. Please review the minutes on-line, if you have not had a chance to, and let Karen know if any corrections are needed.
- Reminder that meeting minutes and agendas are posted to the Facilities and Construction Safety Committee Google share drive. Please contact Karen if you have any questions regarding how to access them.

Safety Committee Member Role

- Obtain questions, concerns, or ideas from your respective crew to be brought up to the committee. After the meeting, share out the information from the safety committee meeting with your crew. It is very important to keep the lines of communication flowing.
- Participate in quarterly safety committee inspections.

Review of September Action Items

- Karen - Send out a couple more JHA's soon for review and feedback
 - Karen shared the Step Stool JHA and the Extension Ladder JHA for committee review and feedback. Please review and provide comments. Will finalize at the next meeting.
 - [Extension Ladder JHA](#) & [Step Stool JHA](#)

- Erica - Provide an email reminder to Landscaping about stretch and flex exercises for leaf blowing duties.
 - Erica created a guide for backpack blower use that can be hung up and used to train employees.
 - [Backpack Blower Ergonomics](#)
 - She also sent them the Stretch & Flex program that she created specifically for the landscaping staff several months ago.
 - [Stretch & Flex for Landscaping Staff](#)

Incidents / Injuries

- Karen- Blumel crane pick
 - **Description:** Contractor was removing and replacing water heaters from the roof of Blumel. Crane pick occurred without first ensuring that the spotter was in place inside the Blumel entrance. Warning tape was also not adequately placed to prevent students from walking out of the building directly under the suspended load.
 - **Follow-up:** Contractor had secured the area with warning tape and was using spotters. The safety plan submitted was not followed, which had included providing a communication device to the PSU spotter who would be positioned inside the building entrance. Crane pick plan was rushed, and there was not adequate notice or advanced planning to ensure all PSU staff and contractors were clear on the crane pick safety plan.
 - **Corrective Action:** Activity was stopped and discussion with the contractor occurred. PSU spotter was given a walkie talkie to communicate with the crane operator (as per the safety plan) and the spotter took position inside the entrance. The contractor extended their warning tape to include the entire area underneath the crane path and suspended load.

Campus Safety Committee Update

- Erica- Nothing new to report from the IMT
- IMT stands for the PSU Incident Management Team who are responsible for the emergency operations planning for PSU. IMT is involved with inclement weather notification and cancellations as well as planning PSU's COVID response.

Safety Committee Inspection

- Thank you for participating in the inspection. We had six members participate - Karen, Taylor, Jones, Kevin, Dirk, Mitchell
 - **Location:** Montgomery Housing building. The two teams focused on mechanical, electrical, janitorial, storage, and shop spaces.
 - **Findings:** Several incorrect room descriptions and room numbering, along with some rooms were locked and FPM Housing staff do not have the keys. Several storage closets on upper floors need to be cleaned up. There were some missing asbestos labels. The shelving on the first floor needs to be secured. Self-closers are needed for flammable cabinets. The basement boiler room needs lockout tagout procedures.
 - **Actions:** One storage closet needs significant clean-up; Housing is working with Tim in EHS on silica safety for clean-up of the area. Kevin has fixed the locked doors with the correct keys. EHS to provide the formal inspection report, and Housing will work on the remainder of the items.

COVID-19 Exposure Prevention

- Remember to notify your supervisor of any concerns and you can also email the coronavirusresponse@pdx.edu.
- Dustin- How is PSU conducting contact tracing and notifications after the recent change?
 - Oregon OSHA has a requirement to notify “affected” employees.
 - The new change is that email notifications will no longer be sent out for people who badged into a building where someone else with a confirmed COVID case had been. The information is now added to the COVID-19 response page, documenting what building and time frame the person was in the building. Karen will follow-up with Jeff to see if there are any additional notifications for FPM and CPC staff.
 - [COVID-19 Response Dashboard](#)
- Dirk- Ambient air discussion
 - PSU buildings have been fitted with enhanced filtration that cycles in fresh air every 15 minutes.
 - The buildings in PSU have ACH (Air Change/Hour) rate between 3 to 4 meaning recirculated air around every 15 minutes, some spaces have different rates.
 - There is a minimum amount that is set but during Covid we have increased that amount as much as we can while attempting to keep comfort. We have also installed new filters that are more efficient and capture smaller particles including a higher percentage of viruses.
 - The dorms are not set up the same way, and the rooms do not recirculate air, fresh air would be obtained by opening a window. There is outside air brought into the dorm hallways and this air is usually vented out through the bathrooms and shower rooms with exhaust fans. This air does not recirculate.
- There is no longer a limit on how many people can take an elevator. Oregon OSHA removed the physical occupancy limits.
- The CPSO student ambassadors are working on mask enforcement.

Rounds / New Safety Concerns

- Gail- Nothing to report
- Mark- Nothing to report
- Dirk- Nothing to report
- Taylor- Park Blocks Tree Limbs
 - Be cautious with the weather change of tree limbs falling. There have been numerous big limbs falling.
 - Heather is working on contacting Portland Parks who are responsible for the trees in the Park Blocks.
- Dustin- Nothing to report
- Kevin- Nothing to report
- Andrew- Slip, trip, and fall season. Make sure to be cautious when walking about campus.
- Aaron- Nothing to report
- Mitchell- Nothing to report
- Susan- Reminder that CPC is not back on campus full time. The morning announcements email has the on-site CPC person listed in the email.
- Doug- Nothing to report
- Karen- Nothing to report

Announcements

- Campus Beautification on 10/13 meeting at 10:00am
 - The teams will be planting trees and drought tolerant plants. The group photo will be taken on Peter Stott Field.

New Action Items and Safety Concerns

- Karen- Talk to Jeff about PSU COVID notifications to CPC and FPM.
- All- Review the JHAs for extension ladders and step stools. Send Karen any comments, suggestions or feedback. These will be finalized at the next committee meeting.
- Pending/Tracking: Follow-up on safety concerns regarding staff coming out of the USB lower parking lot and going the wrong way on one-way street to get to the loading dock.
 - On-hold; assess further after USB loading dock safety items are completed

Meeting Adjourned

Time: 10:50 am

Next Meeting

Date: November 9, 2021

Time: 10:00 am

Location: Google Meet (remote)